

ADMINISTRATIVE-INTERNAL USE ONLY

IAS STAFF MEETING MINUTES

2 February 1973

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PRESENT:

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I. [redacted] reported on the DDI Executive Council meetings this week.

- a. A savings of about a quarter of a million dollars will be effected by removing the Headquarters security barriers.
- b. Document receipts and double wrapping of codeword material will no longer be necessary within a directorate.
- c. The cafeteria prices will be going up effective 12 February.
- d. OCI will put out a daily at 4:00 each day for the White House concerning the truce monitoring in Vietnam.

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e. [redacted] of OER has been assigned to daily briefings of Secretary of the Treasury Shultz. Maurice Ernst and Ed Proctor briefed PFIAB 1 February on the subject of economic intelligence.

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f. [redacted] is the IAS Equal Employment Opportunity representative.

- g. The freeze is off promotions, but the average grade

will be maintained.

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h. [redacted] announced that the opening session of SALT II will be delayed until 12 March. [redacted] will be the CIA rep this time.

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i. James Schlesinger assumed the Director's job on Friday, 2 February.

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j. [redacted] announced the recommendations that COINS be continued, but include TKH material and the IDF file. A COINS access console is on the 5th floor of [redacted]

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k. The movement of ten-year old DN's out of the building is delayed pending location of a CIA controlled repository.

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l. [redacted]

m. The Director, OBG, announced that [redacted] had translated a book obtained from the Soviet cosmonauts entitled "Environmental Research by Means of Manned Space Stations".

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2 [redacted] has been transferred to the DDI Planning Staff career service.

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3. [redacted] reported on his recent trip [redacted]

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4. The air handlers will be shut down at [redacted] on 5 February and 6 February.

5. On 1 February NPIC will assume the duties for escorting the clean up team every evening. Anyone interested in escort duties should check with the IAS Admin staff.

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6. [redacted] was welcomed back from his studies at the Armed Forces Staff College in Norfolk.

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RBG: e1